

JOB VACANCY ANNOUNCEMENT

USAID PROJECT MANAGEMENT SPECIALIST (INFECTIOUS DISEASE)

The U.S. Agency for International Development (USAID/Philippines) has an immediate need for a Project Management Specialist (Infectious Disease) whose primary focus is on tuberculosis control activities. The Specialist supports the Infectious Disease Control Team Lead on program planning, monitoring implementation, analyzing financial information, coordinating activities with stakeholders including other offices within USAID/Philippines, the U.S. Embassy, Philippine government counterparts, and donors to ensure successful implementation of the USAID infectious disease portfolio in the Philippines. The infectious disease portfolio includes Tuberculosis, Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome, Neglected Tropical Diseases and other Emerging Infectious Diseases and pandemic threats. The Specialist reports directly to the Infectious Disease Control Team Lead.

The incumbent provides technical guidance to relevant partners and Government of the Philippines counterparts in formulating, implementing, monitoring and evaluating USAID-supported infectious disease control projects. Consistent with the overall Mission strategy, the incumbent independently cultivates/maintains contacts and dialogues with executives at the local, regional and national levels of the Government of the Philippines and private sector. These contacts and dialogues will be used by the incumbent to advocate for policy reforms, programs, and activities that will improve the capability of the Government of the Philippines and the private sector to effectively contribute to improved health outcomes.

The candidate must meet the following Evaluation Criteria:

- * Education (10%) A bachelor's degree in public health, public administration, economics, psychology, medical, nursing or related fields is required.
- * Work Experience (15%) Five to seven years of progressively responsible work experience in public health or project management is required. Experience in project design, program planning, program/project budgeting, and evaluation, or closely related work is required. At least two years' experience should be in public health.
- * Job Knowledge (30%) Knowledge of the country's Tuberculosis, Human Immunodeficiency Virus/Acquired Immune Deficiency Syndrome, Neglected Tropical Diseases and Emerging Infectious Diseases situation with knowledge on public health theories is required. Must have the potential to acquire such knowledge of U.S. Government legislation relating to development assistance and of the objectives, methodology, and status of the programs and projects to which assigned.
- * Skills and Abilities (30%) Must have expertise in public health, program design, program management and monitoring and evaluation. Incumbent must have the ability to analyze and evaluate a variety of technical and economic data and to organize/present them in a concise written/oral format. Also important is the ability to furnish information/advice in assigned areas with detachment and objectivity. Must be proficient in word processing, presentation, and database software.
- * Communication Skills (15%) Fluency in the English and Filipino language, both oral and written, is required. Ability to develop and deliver professional quality reports and presentations. Writing skills are required to prepare regular and ad hoc reports, project documentation, and briefing papers.

The compensation package includes mid-year and year-end bonuses, health and life insurance, and a supplementary retirement plan. The salary offer will be based on a combination of the candidate's salary history and of the organization's pay plan and will be within the annual range of Php 934,960.00 to Php 1,439,211.00.

Note:

- *USAID reserves the right to reject any and all applicants. Only short-listed candidates will be notified.*
- *This position is open for Philippine local residents only.*

**Application letter and comprehensive resume must be received
no later than April 22, 2016 via email at aidmnlhr@usaid.gov**